

WILD ABOUT 5th Grade

Shaw’s ZOOKEEPER’S Office: 972-882-7060

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Dear Parent(s)/Guardian(s),

We are pleased to have your child in the 5th grade! We ask for your encouragement and support in the educating of your child. Because this is an important year, parent/teacher communication is a must. Please feel free to contact any of us to discuss your child’s academic progress.

Keep in mind, that even without high stakes testing, 5th grade is typically a very stressful year for the children. You can support us by supporting your child and understanding that 5th grade is a most pivotal time for your child. Too much pressure can make your child even more stressed, which can lead to him or her not liking school or giving up. Be firm and supportive but without too much stress.

The policies and procedures contained in this 5th Grade Policy and Procedures booklet have been carefully discussed and fine-tuned in order to allow each child the ability to “Be a Team Player”. Each policy and procedure has been reviewed and revised to comply with district and campus guidelines.

Please make a note of our conference times as schedules and confidentiality laws do not allow us to conduct parent/teacher conferences in the hallway or in front of a class of children. You may contact your child’s homeroom teacher or any one of the other teachers via email if you so choose. However, if the nature of the email is something that is best discussed by telephone, we reserve the right to call you.

Successfully,

5th Grade Teachers

OUR CODE OF CONDUCT

Be Respectful

Be Responsible

Be Prepared

Give 100%

**Shaw Expectations**

* Show good manners at all times
* Follow instructions with thought and care.
* Care for everything and everyone

**Rewards**

1. Praise
2. Stickers
3. Positive notes or telephone calls to parents.
4. Special privileges.

**Consequences**

1. Warning.
2. Conduct lowered 5 points and/or loss of 5 minutes from recess.
3. Additional lowing of conduct or loss of recess.
4. Continual disruption will result in a call to parents(s).
5. Severe infractions will result in an office referral in accordance with school policy.

\*Consequences may be adapted to meet individual needs at the teacher’s discretion.

\*For each infraction in class, the weekly citizenship grade will be lowered five points. **Citizenship grades will be lowered one letter grade for the week if a student has been issued an office referral.** Citizenship grades will be sent home in Tuesday Folders, and will be averaged for the six weeks. Before an office referral is made, you will be made aware of the situation unless your child exhibits extreme behavior.

**Tuesday Folders**

Every Tuesday, your child will bring home a “take home” folder with completed and graded work, school notices, and a citizenship grade for the previous week. You will need to sign your child’s Tuesday Folder each week. Students will need to return their folders by Thursday of the week folders go home or a 5-point deduction will be taken from the citizenship grade. \***Please note that there are special circumstances that may prevent Tuesday Folders from coming home until the next available day.**

**Absences**

Attendance is taken after the tardy bell. If your child arrives after attendance has been taken, it is his or her responsibility to report to the homeroom teacher before joining his or her class. If your child arrives at school after 10:00 a.m., he or she will be counted absent in accordance with state and district policies. If he or she was attending a doctor’s appointment, a physician’s note has to be presented to the office in order for your child to not be counted absent. **Please send a note and/or call Shaw Absentee line at 972-882-7079 to report your child’s absence. If you do not send a note or call, your child’s absence will not be excused. Excessive unexcused absences have to be reported in accordance with state law.** If your child has 3 or more absences, you will receive a letter from Brandi Lewis, Assistant Principal.

**Tardy**

Students must be **in the classroom** by 7:55 a.m. or a tardy will be recorded. More than two tardies will eliminate a student from receiving perfect attendance for the six weeks. Excessive tardies may also lead to further action being taken by the school. It's a good idea to get into the classroom at 7:45, as these 10 minutes at the beginning of the day are preparation time.

**Grade Level Homework Policy**

Any work not finished in class is considered homework unless otherwise specified. Homework may be assigned at the discretion of the teacher and is based on student needs.

**Grade Level Late/Missing Work Policy**

All assigned work is due the day assigned unless otherwise specified. The grade level late/missing work policy is as follows:

* 1st day – 5 points deducted from conduct grade for each missing assignment
* 2nd day – The highest grade possible will be a 70.
* 3rd day – If the work is not turned in the child will receive a zero.
* Number of additional copies of missing assignments given to a student will be decided by the teacher.
* Quest students must turn their assignments in before leaving for Quest. If the assignment is not turned in they will receive a conduct mark. Quest students will not be held responsible for work assigned on their Quest day.

**\*\***Please note we cannot take PE away from your child for missing work on a consistent basis. The children are required to be in PE at least 3 days a week.

**Make-Up Work**

Per school policy, for each day absent, a student receives a day for makeup work. If you’d like to pick up make-up work, please call before noon. If more time is needed on makeup work it is the student’s responsibility to talk to the teachers. Makeup work not turned in on time becomes late work.

**Progress Reports**

Progress reports will be sent home at least once during a six weeks period at the middle of the marking period. You will receive one progress report with current averages for each class. Please contact the respective teacher with questions, comments, and concerns.

**Restroom Policy**

If your child has a **documented** medical condition, this will need to be on file with our school nurse. It is the responsibility of the parent/guardian to notify teachers.

**Phone Calls and Messages**

If at all possible, call the school by 2:00 p.m. if you have a message for your child. Although we do have telephones in the classroom, these are primarily for teacher’s school-related use when kids are not present. We cannot interrupt class in order for a student to take a call.

**\*If you send your child a message via email, please follow up with a phone call to the office if the teacher does not respond!**

**Snack Policy**

5th grade does not have a set snack time. **Children are encouraged to bring water. Water bottles must have the type of cap that twists off.** No sports bottles, sippy cups, or pop up caps will be allowed. The children are responsible for keeping up with their water and will not be allowed to go back and forth to classes to get their water bottles. Juice, Kool-Aid and other sweet drinks will not be allowed. If this policy is continually broken, we reserve the right to make further restrictions, rewrite the policy, or discontinue the privilege.

**Bringing Lunch**

If you bring lunch for your child, your child cannot share lunch with another student. This is a state rule and falls under FMNV (Foods of Minimal Nutritional Value). Violations can cost our school money. A schedule of days parents may visit for lunch was sent home.

**Textbooks**

Each child will be issued textbooks for his or her use at home and at school this year. Throughout the year, we conduct book checks in order to make sure that your child can find all of his or her textbooks. We recommend that if any book is taken home, the book be immediately placed back into the backpack after use. If any book is lost or damaged, you will receive ample notice before the last day of school.

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**Reading Class**

* Students should read DAILY at home to build fluency which strengthens comprehension.
* Work not completed in class is the student’s responsibility to finish as homework.
* New state expectations have students doing much more higher level thinking than they have done previously, so instead of JUST asking your child what their reading is about, also talk to them about their feelings about the text, their judgments of characters' actions, etc.
* Shaw is incorporating Drop Everything And Read (DEAR) into our school day, and students are expected to have a book, magazine, etc. of his/her choice and be READING from 8:00 - 8:15.

**Math Class**

* Students are to bring their math folder, calendar math folder, and spiral to class every day.
* Assignments are started in class, examples are given and students are encouraged to copy the examples and start the assignments.
* Parents are encouraged to look over homework and help as needed.
* The Math curriculum is fast paced and builds. It is imperative students understand each assignment in order to be successful.
* The math process is as important as the answer and it is required that students show their work and follow district processes and strategies.
* The math folder will provide charts, tables, examples, explanations, and other useful information.

**Science Class**

* Science notebooks are mandatory and should come to class every day.  Loss of participation or conduct points will occur for not bringing a notebook to class.  Students cannot actively participate or learn in class without their notebook.
* Science Fair projects are mandatory.  Students will be given approximately 2 to 3 months to complete projects.  Parents receive the same information students receive in Tuesday folders.  Parts of the project are graded.
* Generally Science makeup work is not sent home.  It's easier to explain the assignments face-to-face with the students.

**Social Studies Class**

* Students need to bring their Social Studies Journal every day.
* Loss of participation or conduct points will occur for not bringing a notebook and folder to class.  We will be adding information to the Social Studies notebook periodically during the year. They will use this as a reference on other assignments.
* Late papers and makeup work are accepted but not after the deadline given.

**STAAR and Tutoring**

Your child will be taking three STAAR tests this year: Math, Reading, and Science. If your child did not pass the TAKS Reading or Math test in 4th Grade they will receive Acceleration for 30 minutes each day. After school tutoring will be provided for students as determined by the teacher. A letter will be sent home informing you if your child needs to attend tutoring.

We know that you are feeling overwhelmed, but please keep in mind that as 5th grade teachers, we also have the responsibility to set your child on the path to middle school – two years away. We do have to push the kids into accepting more responsibility, becoming more independent, and at the same time helping them the best we can. It will take cooperation on all of our parts in order for your child to be successful now and in the future.

Please sign and returned this page by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**I have read and discussed the 5th grade policy with my child.**

For parent(s)/Guardian

Parent(s)/Guardian printed name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent(s)/Guardian signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Student:

Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please fill out the following information that applies to help with communication.**

Mother’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mother’s work# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mother’s email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father’s work# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father’s email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guardian’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guardian’s work# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guardian’s email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_